



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, Wednesday, August 27, 2025

Call to Order - The August 2025 regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:45 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; Secretary Carie Francis, present; and Trustees Becky Knapp and William Lonsberry, present. Director April Stevenson and Assistant Director Amy Rosen were also in attendance.

Approval of the Agenda

William Lonsberry made a motion to approve the agenda; Eric Shotwell seconded the motion. The motion carried (5 yes votes).

Public Comments - No comments (two individuals in attendance).

Website Presentation - Justin provided a presentation on the progress of the library's website development.

Approval of the Minutes

William Lonsberry made a motion to approve the regular meeting minutes as amended; Becky Knapp seconded the motion. The motion carried (5 yes votes).

Officer Reports

- President's Report - No report.
- Vice President's Report - No report.
- Secretary's Report - No report.
- Treasurer's Report - The report was presented by Gwendolyn Newton and placed on file. Gwendolyn Newton made a motion to accept the July bills for payment as presented; Carie Francis seconded. The motion carried (5 yes votes). Gwendolyn Newton made a motion to roll over the entire amount of the Vibe CD maturing on 10/25/25 (\$101,589.44) for 11-13 months, depending on interest rates, in another Vibe account; William Lonsberry seconded. The motion carried (5 yes votes).

Library Director's Report - The report was presented by April Stevenson and placed on file.

Committee Reports

- Building Committee - The report was presented by William Lonsberry and placed on file. The next meeting will be on 9/8/25.

- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be on 9/10/25.
- Policy Committee - The report was presented by Eric Shotwell and placed on file. The next meeting will be tbd.
- Strategic Planning Committee - The next meeting will be 9/15.

Old Business

- New Policy 3E. Local Author Policy and Form - William Lonsberry made a motion to accept the local author policy as presented; Eric Shotwell seconded. The motion carried (5 yes votes).

New Business

- New Policy 5K. Security Camera Policy - Eric Shotwell made a motion to accept the security camera policy as presented; William Lonsberry seconded. The motion carried (5 yes votes).
- Draft 2026 Regular Meeting Schedule of the White Lake Township Library Board of Trustees - Gwendolyn Newton made a motion to accept the regular meeting schedule as presented; Eric Shotwell seconded the motion. The motion carried (5 yes votes).

Newsletter Discussion - A discussion ensued in relation to the newsletter and library branding, and the board requested changes. President Jennifer Schultz will review the newsletter prior to print and distribution.

Millage Discussion - The upcoming millage was discussed at length. April will do follow-up research.

Adjournment - A motion to adjourn the meeting was made by Eric Shotwell, and William Lonsberry seconded. The motion carried (5 yes votes). The meeting was adjourned at 8:30 pm.

**The next Regular Meeting of the White Lake Township Library Board of Trustees
Wednesday, September 24, at 6:45 pm
White Lake Township Library Gathering Place**

Minutes prepared by Carie Francis.

Carie Francis